



UNCONFIRMED MINUTES

OF THE

SPECIAL MEETING OF COUNCIL

20 OCTOBER 2025

These minutes were confirmed at a meeting held and signed below by the Presiding Person, at the meeting these minutes were confirmed.

Signed:

SHIRE OF BROOME
SPECIAL MEETING OF COUNCIL
MONDAY 20 OCTOBER 2025
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**MINUTES OF THE SPECIAL MEETING OF COUNCIL OF THE SHIRE OF BROOME,
HELD IN THE COUNCIL CHAMBERS, CORNER WELD AND HAAS STREETS, BROOME,
ON MONDAY 20 OCTOBER 2025, COMMENCING AT 4.20 PM.**

1. OFFICIAL OPENING

The Shire President welcomed Councillors, Officers and members of the public and declared the meeting open at 4.20 pm.

2. ATTENDANCE AND APOLOGIES

ATTENDANCE

Councillors:	Shire President C Mitchell Cr D Male Cr S Cooper Cr J Lewis Cr J Mamid Cr P Matsumoto Cr E Smith Cr P Taylor Cr M Virgo	Shire President
Invited Guests:	Honorary Freeman, Kim Male JP	
Apologies:	Nil	
Leave of Absence:	Nil	
Officers:	Mr S Mastrolembo Mr J Hall Mr J Watt Ms S Becker Ms R Doyle Ms D Howard Ms K Minns Mr K Hirschmann	Chief Executive Officer Director Infrastructure Director Corporate Services Director Development & Community Manager Governance, Strategy & Risk Senior Customer Service Officer Marketing and Communications Officer ICT Senior Support Officer
Public Gallery:	Cecily Taylor Gemma Taylor Julia Taylor Sian Gillam Elsta Foy Ross Italiano	
Media:	Phoebe Solon	Broome Advertiser

3. PUBLIC QUESTION TIME

Nil.

4. REPORTS FROM OFFICERS

4.1 PEOPLE

There are no reports in this section.

4.2 PLACE

There are no reports in this section.

4.3 PROSPERITY

There are no reports in this section.

4.4 PERFORMANCE

4.4.1 ELECTION OF DEPUTY SHIRE PRESIDENT

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	GOE04.1
AUTHOR:	Manager Governance, Strategy and Risk
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil

SUMMARY:

Following the 2025 Shire of Broome Election and the official Declaration Ceremony, Council is required to elect a Deputy Shire President for a two year term of office. The elected Deputy Shire President is then required to make the Declaration.

BACKGROUND

The procedure for electing the Deputy Shire President is set out in Schedule 2.3, Division 2 of the *Local Government Act 1995* (the Act).

The Shire President will advise of any nominations received prior to the meeting and call for any further nominations. Where there is more than 1 nomination a secret ballot will be held.

In the case that a ballot is required and in accordance with Regulation 11A of the *Local Government (Constitution) Regulations 1998* (the Regulations), the Chief Executive Officer (CEO) will provide printed ballot papers, with nominees listed alphabetically. Ballot papers must be cast as per the process for the election of a Council Member (or Shire President), i.e. using the optional preferential voting method. To be successful, a candidate must achieve an Absolute Majority of votes, being 50% of the total votes plus 1 vote. Should there be an exhaustion of votes cast, the candidate with the highest number of votes, after preferences have been allocated, as far as is possible, will be declared the Deputy Shire President.

The Chief Executive Officer is to declare and give notice of the result in accordance with Regulation 11F of the Regulations.

The Deputy Shire President will be required to make a declaration as per section 2.29 of the Act.

If, when the votes cast are counted, there is a draw of votes between two or more candidates, the count is to be discontinued and, not more than seven days later, a special meeting of council is to be held. If possible, such a Special Meeting could be convened within 30 minutes, if there is a prospect of an outcome in the second ballot. The Shire President will announce when the special meeting is to be scheduled.

STATUTORY ENVIRONMENT

Local Government Act 1995.**Section 2.29****Schedule 2.3, Division 2, Clause 8***8. How deputy mayor or deputy president is elected*

- (1) The council is to elect a councillor (other than the mayor or president) to fill the office.*
- (2) The election is to be conducted in accordance with the procedure prescribed by the mayor or president, or if he or she is not present, by the CEO.*
- (3) Nominations for the office are to be given to the person conducting the election in writing before the meeting or during the meeting before the close of nominations.*
- (3a) Nominations close at the meeting at a time announced by the person conducting the election, which is to be a sufficient time after the announcement by that person that nominations are about to close to allow for any nominations made to be dealt with.*
- (4) If a councillor is nominated by another councillor the person conducting the election is not to accept the nomination unless the nominee has advised the person conducting the election, orally or in writing, that he or she is willing to be nominated for the office.*
- (5) The council members are to vote on the matter by secret ballot as if they were electors voting at an election.*
- (6) Subject to clause 9(1) the votes cast under subclause (5) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 as if those votes were votes cast at an election.*
- (7) As soon as is practicable after the result of the election is known, the person conducting the election is to declare and give notice of the result in accordance with regulations, if any.*

Local Government (Constitution) Regulations 1998.**Regulation 11A**

Election of mayor, president, deputy mayor or deputy president by council (Sch. 2.3)

Regulation 11F

Declaration and notice of result of election — (Sch. 2.3 cl. 4 and 8)

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

Budget has been allocated for Deputy Shire President sitting fees and allowances within the 2025-2026 annual budget.

RISK

Nil.

STRATEGIC ASPIRATIONS

Performance - We will deliver excellent governance, service & value for everyone.

Outcome 9 - Effective leadership, advocacy and governance

Objective 9.1 Strengthen leadership, advocacy and governance capabilities.

Attachments

There are no attachments for this report.

The Shire President called for nominations in writing for the position of Deputy Shire President.

The following nominations were received in writing and accepted by the nominees:

1. Cr Desiree Male Nominated by Cr M Virgo.
2. Cr Ellen Smith Nominated by Cr J Lewis.

SUSPEND STANDING ORDERS:

Minute No. C/1025/008

Moved: Shire President C Mitchell

Seconded: Cr M Virgo

That Standing Orders be suspended at 4.32 PM.

CARRIED UNANIMOUSLY 9/0

For: Shire President Mitchell, Cr D Male, Cr S Cooper, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr E Smith, Cr P Taylor, Cr M Virgo.

Against: Nil.

Reason: To allow a secret ballot election to be held as set out in Schedule 2.3, Division 2 of the Local Government Act 1995 (the Act).

REINSTATE STANDING ORDERS:

Minute No. C/1025/009

Moved: Shire President C Mitchell

Seconded: Cr M Virgo

That Standing Orders be reinstated at 4.38 PM.

CARRIED UNANIMOUSLY 9/0

For: Shire President Mitchell, Cr D Male, Cr S Cooper, Cr J Lewis, Cr J Mamid, Cr P Matsumoto, Cr E Smith, Cr P Taylor, Cr M Virgo.

Against Nil.

The Shire President confirmed a secret ballot was held with the Chief Executive Officer declaring Cr D Male elected as Deputy Shire President for a period of two years (6 votes / 3 votes) required under Regulation 11F of the Local Government Regulations 1998.

Cr Male read aloud and signed the Declaration required under section 2.29 of the Local Government Act 1995. Cr Male was formally sworn in as Deputy Shire President before Honorary Freeman, Kim Male JP.

5. MEETING CLOSED TO PUBLIC

Nil.

6. MEETING CLOSURE

The Shire President congratulated Cr D Male of being elected Deputy Shire President and thanked Kim Male JP, Honorary Freeman of the Shire of Broome for attending and overseeing Swearing In Ceremony and the Election of the Deputy Shire President procedures.

There being no further business the Chair declared the meeting closed at 4.41pm.